Data Management Tool (DMT)
Quick Reference Guide

US Army Corps of Engineers

User role: Levee Data Manager
Capability: Create a Levee System

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The Data Management Tool allows users assigned the Levee Data Manager role to perform functions that support the ability to create levee data.

This job aid is targeted to provide a quick reference guide for Levee Data Managers to leverage the system digitizing capabilities within the Data Management Tool. For additional details regarding the Data Management Tool capabilities, please reference the Data Management Tool User Manual.

Login to the Data Management Tool (DMT)

A To access the Data Management Tool, you will first need to open Windows Internet Explorer on your computer and go to http://nld.usace.army.mil/dmt. The Data Management Tool performs best using Windows Internet Explorer 7 or 8 and Mozilla Firefox 3.

For first time users, you will need to request an account in order to access the Data Management Tool. You will then be prompted to provide some basic user information.

A System Administrator will review and accept or reject your request for an account. You will be informed of your account status through your email.

B Once the website has loaded, click the 'Login' tab and an authentication screen will appear. Enter your Data Management Tool user name and password.

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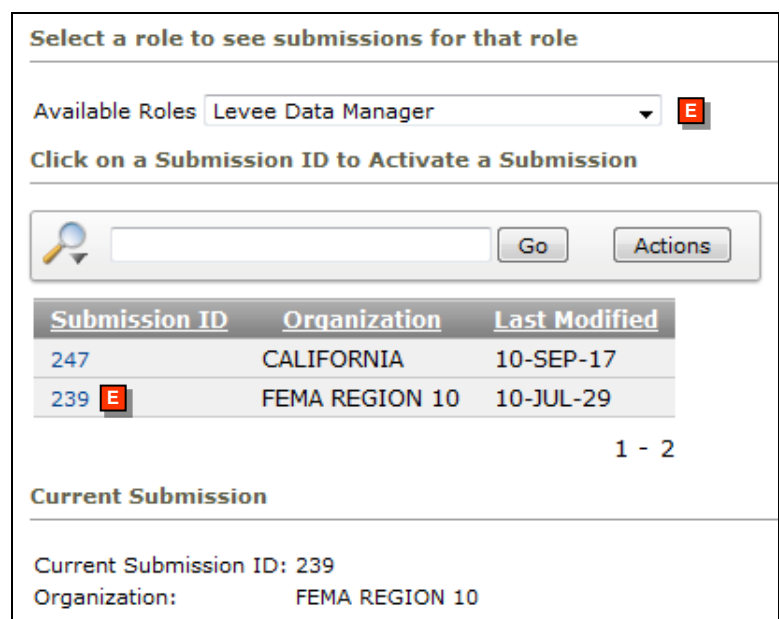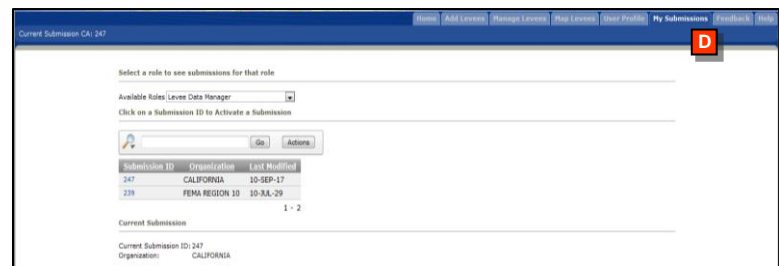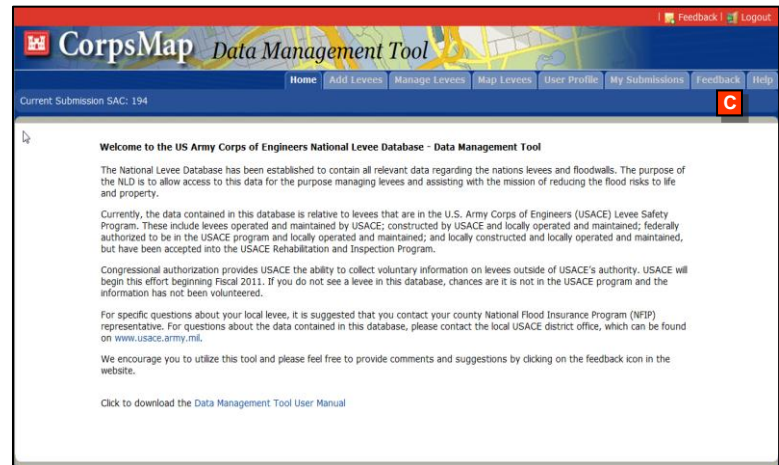Capability: Create a Levee System

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C Once you are successfully logged in, you will be brought to the Data Management Tool Home page. The upper right corner of the web page contains a link to provide feedback and to log out of the application. There are eight navigation tabs:

1. Home– Return to the Data Management Tool Home page

2. Add Levees –Create new levee systems

3. Manage Levees – Edit existing levee data

4. Map Levees – Lookup DMT and NLD levee data from the map

5. User Profile – Manage your user account and password

6. My Submissions – Manage your data submissions

7. Feedback –View all comments users have submitted

8. Help- View help documentation including the data dictionary, map projection support list and coordinate method support list

D Note: If you have been assigned one role under one organization, you will be directed to the Home page upon login. If you have been assigned multiple roles and/or are associated to multiple organizations, you will be directed to the My Submissions tab upon login.

E To activate a role and submission within the application, first select a role from the 'Available Roles' drop down list. Once your role has been defined, a table will display with submissions assigned to that role. Select a Submission ID from the table.

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Add Levees: Create a Levee System

A Select the Add Levees tab to begin digitizing a levee system.

B Expand the Search panel on the left side of the screen and select a search method for finding your location on the map. Enter the necessary information and submit. The system will identify your location. Click the link it identifies and the map will zoom into that location.

C Instructions for creating your Leveed Area polygon are included in the Leveed Area panel.
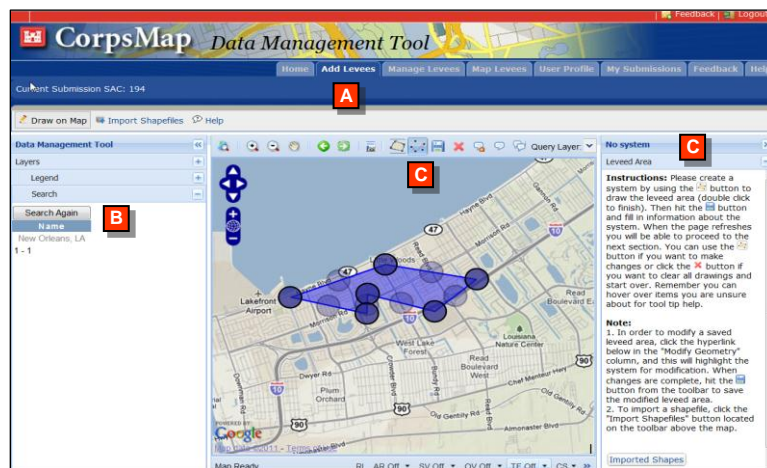
Select the 'Add a Polygon Feature' tool from the toolbar to digitize your system's leveed area. The name of the tool will appear when you hover over it. Once the tool is selected, click on the map at the first point, draw out a line and click for the second point and then draw out to the third point and double click to release the tool. At first, your polygon should look like a triangle.

D Once you finalize your polygon, the 'Modify Geometry' tool is automatically selected. You just have to click on the polygon and the shape will become editable. The polygon should cover the entire potential area of inundation in the case of a levee breach.
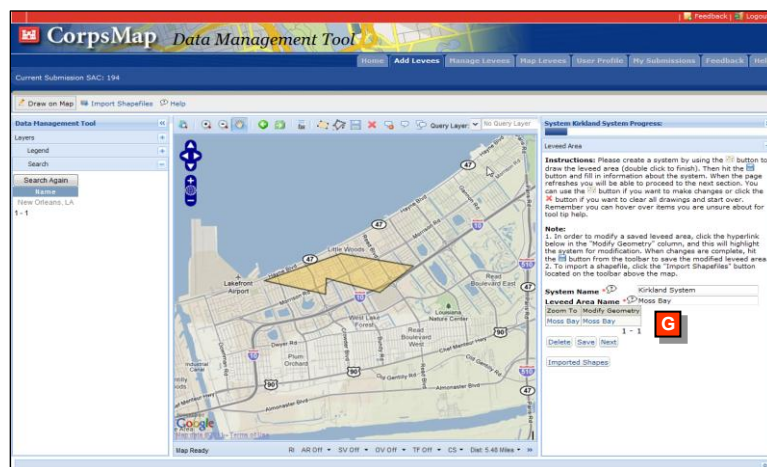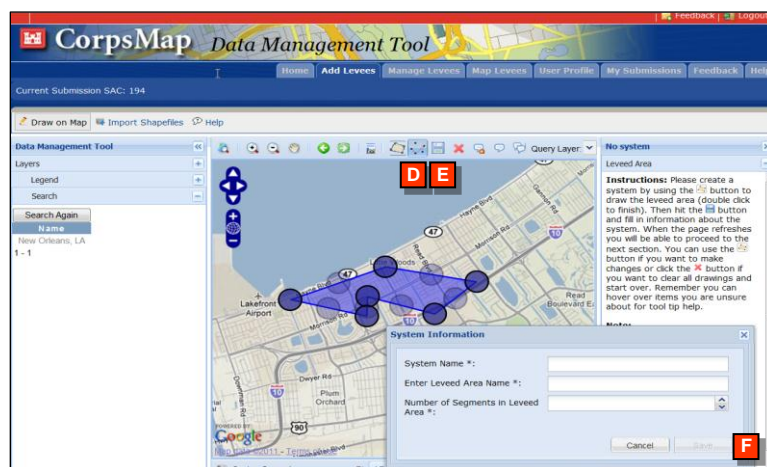
E Select the 'Save Digitized Geometry and Close' tool from the toolbar to save your polygon.

F The System Information pop-up will display. Fill out the fields and click 'Save.'

G The saved system information will display in the Leveed Area panel.

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Add Levees: Create a Levee Segment

A Click the 'Next' button to continue to create your levee segment(s).

The System Progress bar at the top of the right side panel advances to indicate the completion of required data fields for submission into the National Levee Database.

B The Segment Details window will appear. Fill in Segment Name, Authorization Type, Protection Level, Sponsor/Owner Name and Segment Length.
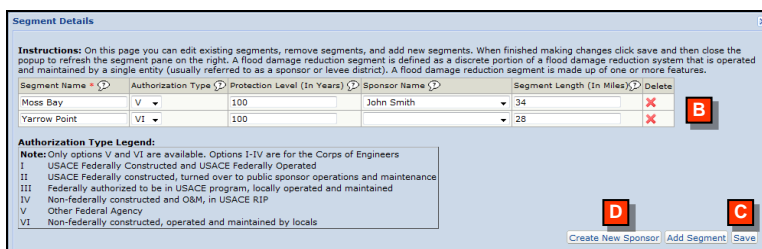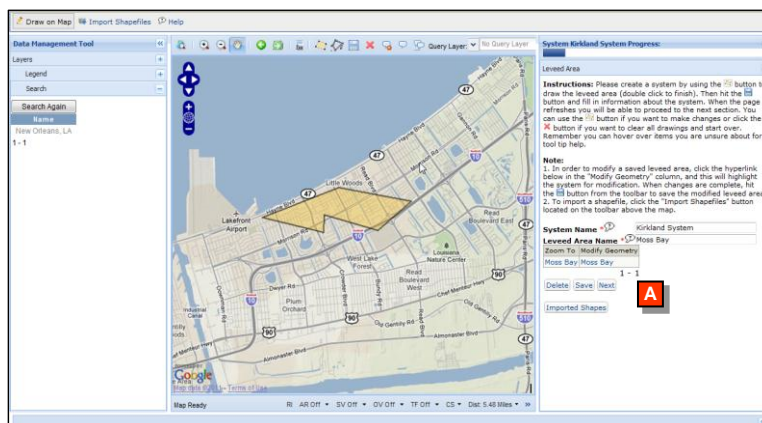
C Click 'Save' to save the segment details information.

D If your sponsor/owner does not appear in your organization's global list (sponsor dropdown), click on the 'Create New Sponsor' button for the Sponsor Details window to display.
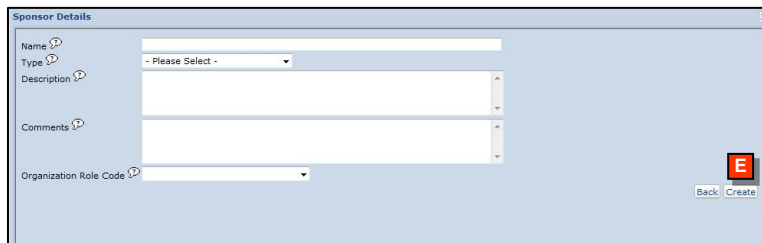

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E Fill in the fields for the sponsor/owner then click 'Create' to save the new profile. The sponsor/owner you created will be added to your organization's global list.

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F Select your sponsor/owner from the dropdown and click 'Save' to save all segment details. Click the 'X' at the top right of the Segment Details window to close the pop-up window
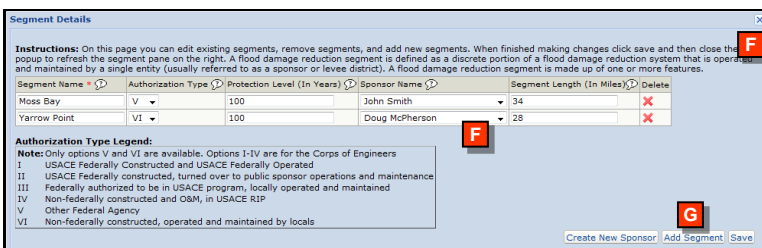
G If another segment needs to be added select the 'Add Segment' button to add a new segment to the list of segments on the Segment Details page.

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H

Your segment information has been saved and will display in the Segments panel. From this view you can verify the Segment Name, Authorization Type, Protection Level, Segment Length and whether or not a sponsor/owner has been associated with the segment.

I

If necessary, click the 'Edit Segments' button to modify any of your segment information.

J

If necessary, you can click the 'Previous' button to return to the Leveed Area panel to modify system information.

K

As indicated in the System Progress bar, all system and segment details have been completed and the system is now eligible for submission into the National Levee Database.

L

Click 'Next' to continue on to the Features panel.

Add Levees: Create Levee Features

A

Select the 'Add a Point Feature' tool from the toolbar to digitize features that are best represented by a point. Hover your mouse over the tool in order to view a list of acceptable features to digitize as a point.

Once the tool is selected, click on the map to digitize your point.

(Instructions for creating your levee features are included in the Features panel.)

B

Select the 'Save Digitized Geometry and Close' tool from the toolbar to save your point feature.

C

The 'Feature Information' window will appear, once you choose to save the geometry of the feature. Fill in the feature information by selecting the segment the

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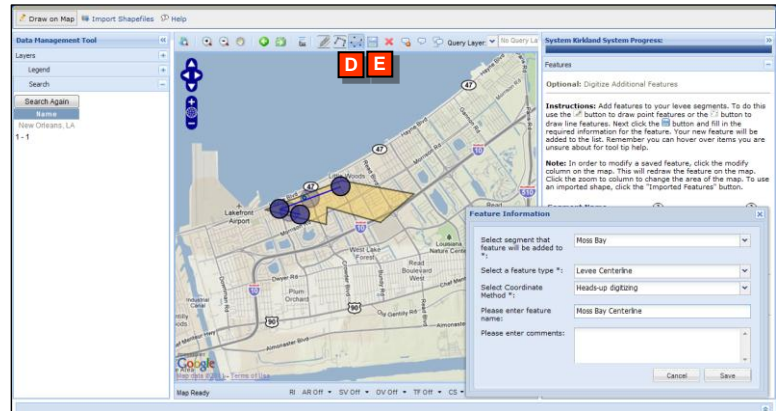Capability: Create a Levee System

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feature will be added to, selecting the feature type, selecting the coordinate method, entering a feature name and adding any additional comments. Click 'Save' to save the feature information entered.

D Select the 'Add a Line Feature' tool from the toolbar to digitize features that are best represented by a line. Hover your mouse over the tool, in order to view a list of acceptable features to digitize as a line.

Once the tool is selected, click on the map to draw your levee feature line by clicking on a starting point and double clicking on the end point to release the tool.
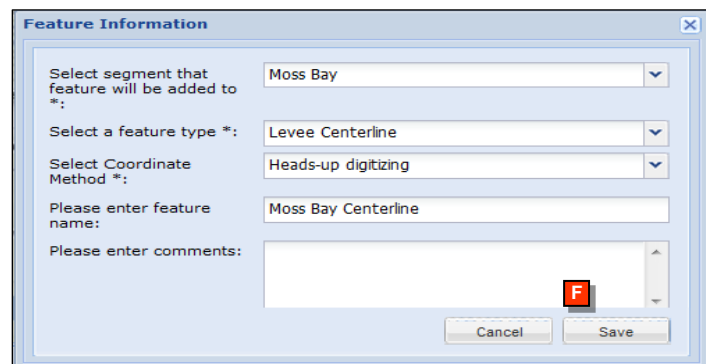
E Select the 'Save Digitized Geometry and Close' tool from the toolbar to save your line feature.

F The 'Feature Information' window will display. Fill in the feature information by selecting the segment the feature will be added to, selecting the feature type, selecting a coordinate method, entering a feature name and adding any additional comments.

Depending upon the feature type you created, you may be asked to enter a feature name.

Click 'Save' to save the feature information.

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G The Features panel will display all saved levee features and will identify the segment in which they are associated to as well as the feature type.

You can delete a levee feature by clicking ❌ next to the cooresponding feature.

H You can zoom to the feature on the map by clicking the Feature Type link in the panel, under 'Zoom To' column.

I You can click the 'Previous' button to return to the Segments panel to modify segment information.

J Clicking the 'View Summary Page' button will take you to the 'Manage Levees' tab to allow you to modify any system, segment, feature and/or sponsor information.

(View the Manage Levees Quick Reference Guide for a Levee Data Manager for more information.)

K Clicking the 'Add System' button will take you back to the Leveed Area panel to create a new levee system.

L Clicking the "Modify" button will allow you to further modify the geometry of one of the saved features. Click the "Save Digitized Geometry" disk icon on the top task bar when finished editing the geometry.

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